



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Destruction of Certain Records Retained by the City Clerk's Office

MEETING DATE: October 1, 1997

PREPARED BY: City Clerk

RECOMMENDED ACTION: That the City Council adopt the attached resolution approving destruction of certain files retained by the City Clerk as shown on Exhibit A attached hereto.

BACKGROUND INFORMATION: Section 34090 of the State of California Government Code provides for the destruction of certain City records that are over two years old and are no longer required with the approval of the legislative body by resolution and the written consent of the City Attorney.

The City Attorney has given his written consent to the destruction of certain files retained in the City Clerk's office as shown on Exhibit A attached hereto.

FUNDING: None required.

Alice M. Reimche
Alice M. Reimche
City Clerk

AMR/JLT

Attachment

APPROVED: _____

H. Dixon Flynn
H. Dixon Flynn -- City Manager

RESOLUTION NO. 97-155

A RESOLUTION OF THE LODI CITY COUNCIL
AUTHORIZING DESTRUCTION OF CERTAIN RECORDS
RETAINED BY THE LODI CITY CLERK'S OFFICE

WHEREAS, in accordance with Government Code Section 34090, the City Attorney has filed his written consent to the destruction of certain records retained by the Lodi City Clerk's Office, an inventory of which is attached hereto, marked Exhibit A, and thereby made a part hereof;

NOW, THEREFORE, BE IT RESOLVED, by the Lodi City Council that:

1. The records heretofore identified are no longer required.
2. The Lodi City Council finds that the City Attorney has given his written consent to the destruction of the records inventoried on Exhibit A attached hereto and the destruction of those records is hereby authorized.

Date: October 1, 1997

I hereby certify that Resolution No. 97-155 was passed and adopted by the Lodi City Council in a regular meeting held October 1, 1997 by the following vote:

| | |
|----------|-------------------|
| Ayes: | Council Members - |
| Noes: | Council Members - |
| Absent: | Council Members - |
| Abstain: | Council Members - |

Alice M. Reimche
City Clerk

DESTRUCTION OF RECORDS

INVENTORY OF CERTAIN RECORDS RETAINED BY THE LODI CITY CLERK'S OFFICE
REQUESTED TO BE DESTROYED PURSUANT TO GOVERNMENT CODE SECTION 34090
AS SHOWN IN THE ATTACHED LIST

Alice M. Reimche
Alice M. Reimche
City Clerk

Dated: 9-23-97

APPROVED FOR DESTRUCTION

Randall A. Hays
Randall A. Hays
City Attorney

Dated: 9-23-97

LIST OF RECORDS FOR DESTRUCTION
CITY CLERK'S OFFICE

Weed Abatement Folders - 1987 through 1989 (5 folders)

Bid Registers over 2 years old

Travel Claim Folders - City Council - 1987 through 1990

Travel Claim Folders - City Clerk - 1987 through 1990

Claim Vouchers - City Council - 1987 through 1990

Claim Vouchers - City Clerk - 1987 through 1990

Claim Vouchers - Special Payments - 1987 through 1990

Special Allocation Documents - 1987 through 1988

Special Meeting Notices - 1987 through 1989

Council Packets - 1994

Miscellaneous Petitions - over 2 years old

Beckman Way Industrial Park Public Utility Hearings - 1989

Miscellaneous Rosters for Elections - 9 years old

Fire Protection Districts - over 2 years old

Affidavits to Bidders - over 2 years old

Downtown Underground District - over 2 years old

Miscellaneous Files Pertaining to Streets - over 5 years old

Closed Session Minutes - January 25, 1994 through October 2, 1989

Project Packet - Ham Lane, Lodi Avenue to Elm Street - December, 1994

Hutchins Street Improvement Project - Kettleman Lane to Pine Street, January 1982